



A G E N D A

To all Members of the Council, Press and Public
Members are hereby summoned and notice is given that the **MEETING OF THE FULL PARISH COUNCIL** will be taking place at King George V Memorial Hall, Manor Rise on Tuesday 11th October 2022 at 7.30pm.

Minute of silence in memory of HM Queen Elizabeth

It is proposed to transact the following business:

Reports from members of the public

(15 mins)

This is a concessionary short session and will be limited to 15 minutes. Three minutes per person will be allowed and only if time permits will further comments be heard. This is a for information session only and no action can be taken upon those items raised.

1. Declarations of intention to record

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk. Details of our full recording policy can be found on our website.

2. Apologies and absences

Members who cannot attend a meeting shall tender their apologies to the Parish Clerk prior to the meeting, under Section 85(1) of the Local Government Act 1972, the members present must decide whether the reason(s) for a member's absence shall be accepted.

3. Declaration of Interests, Dispensations, Predetermination or Lobbying

To receive Declarations of Interest in respect of matters contained in this agenda, in accordance with the provisions of the Localism Act 2011 in respect of members and in accordance with the provisions of the Local Government Act 1972 in respect of officers. To consider any Dispensation requests received by the Parish Clerk and not previously considered.

4. To resolve to go into closed session and to exclude the press and public at item 16 (Admissions to Meetings) Act 1960 in accordance with standing order 10 (xi) HR Matters and a Code of Conduct complaint.

5. Clerks report

(10 mins)

To receive reports and update on previous actions

6. Signing of the Minutes of the last meeting.

(5 mins)

7. Reports:

(5 mins)

- a) Borough Councillors
- b) Community Warden
- c) PCSO
- d) Chairman
- e) Clerk

8. **Committee Meeting and Working Group Reports.** (10 mins)
- a) Environment Committee
 - b) Communications Committee
 - c) Traffic Committee
 - d) HR Committee
 - e) Reports from Working Groups
 - i. Project A
 - ii. Parish Leases
 - f) Reports from members of the Council for outside bodies
9. **Audit results** (Audit Commissioners Act 1998 s2)
To review the internal audit and acknowledge the external audit.
10. **Finance** (Accounts and Audit Regulation 2011/817) (10 mins)
- a) Grants and Donations requests
 - b) Resolution to approve/ratify quotations or payments
 - i. Ratify tree works to Church Landway
 - ii. Ratify council insurance policy (LGA 1972 s101)
 - iii. Ratify training courses
 - iv. Ratify poll cards – Election 27th October 2022
 - v. Approve cost for Fireworks 2022
 - vi. Approve costs for Christmas lights
 - c) Ratify August payments
 - d) Ratify September payments
 - e) Authorise payments
 - f) Finance Reports
 - g) Balances of accounts
11. **To consider and prepare budgets in anticipation of the coronation.** (5 mins)
The council should consider any celebration for the upcoming coronation when this event is announced.
12. **Appoint contractor for office communication package** (5 mins)
To review options for broadband, VOIP, Microsoft 365.
13. **To review the suggested council meeting dates for 2023 and costs for APM hall hire.**
14. **Smarts Cottage Public Right of Way**
To receive an update regarding the application for a public right of way.
15. **Correspondence** (5 mins)
- a) Revised scheme overview
Questions for the Full Council 13 September
 - b) St Faiths Lane water supply
 - c) Project A - Facts (and clearing mis-statements) relating to the Tennis club
16. **Closed Session:**
- a) HR Matters.
 - b) Conclusion of the Code of Conduct complaint.

17. To consider appointing new members to committees (Local Government Act 1972s,101(2) **(10 mins)**)

- a) To appoint the members of the Finance and General Policy Committee.
- b) To appoint Cllr David Hall to committees.

18. Training

To consider any request for staff or councillor training.

19. Future Agenda Items

20. Date of the next meeting: Tuesday 15th November 2022 – Madginford Hall



Signed:

Erin Sugden, Clerk to Bearsted Parish Council, 5th October 2022

Tel: 01622 630165 Email: Clerk@bearstedparishcouncil.gov.uk

Parish Council Office, Madginford Hall, Egremont Road, Bearsted, ME15 8LH

To enable members of the public to attend our meetings we offer a virtual option:

<https://us02web.zoom.us/j/82553373324?pwd=YVFtZkZnelJXekRFKytuYWFzYW9tQT09>

Meeting ID: 825 5337 3324

Passcode: 718230